



# REST. ASSURED.

Exclusive Property  
Management and  
Supervision Services by  
Artha Realty.



# INVESTING IN ARTHA REALTY'S PROPERTY MANAGEMENT SERVICES IS LIKE TAKING INSURANCE FOR YOUR PROPERTY.

Investment in our qualified property maintenance services has far greater returns due to the cost savings that come from our qualified vendors and process-driven management. By choosing our Property Management Services packages you reduce the risk of financial fraud, time spent on any rental disputes and long-term damage to your property.

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Every property requires a range of maintenance and management services – from the simple to complex. Such services require specialized vendors who have to be chosen not just for their price, but also for the quality of their workmanship. Artha Realty works with the best in the business to ensure that the maintenance provided is top class and guaranteed to last. To ensure we don't wait for problems to occur, our property management team also offers proactive and preemptive maintenance checks.

Taking handover of a new property? Whether you're doing it in person or you want us to do so, ensure you use our snagging services. Snagging is a careful, detailed check of your newly built house or apartment to identify defects in the build. Our property handover experts are trained in identifying errors or omissions by developers. We conduct a comprehensive snagging audit for any property being handed over to a new owner, and submit the recommendations for necessary action.



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A vacant rental property is a liability instead of an asset. Our experienced property-leasing experts know how to aggressively market your property to keep it rented. We know how to find quality tenants who can meet their financial obligations and who will be more likely to take better care of your property. Based on our past experience, we consider several layers of audit before we make our recommendations to you. Our assessment process is stringent to ensure there are no surprises later. All contracts are drawn up in accordance to the prevailing laws of the country and we track compliance constantly.

Handling the collection of rent, deposits and other fees payable by the tenant is an extremely important aspect of property management. To ensure consistent and reliable cash flow, rent must be collected on time as per the contractual agreements, and it's important that tenants understand that. By investing in Artha Realty's Property Management Services, the landlord puts a buffer between himself and tenant, allowing us to listen to tenants' excuses, collect rent, and handle evictions if necessary.



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The eviction process is an important aspect that we handle - there are strict laws that regulate this process in the UAE and doing it the wrong way can be a big mistake. Avoiding bad tenants, lawsuits, and scams is by far one of the main benefits that come with hiring a professional property manager. Our administrative services are highly efficient and our staff are well connected to the people and policies of the local land and real estate authorities. This helps ensure that you won't have to deal with time-consuming lawsuits.

Your rental property is a big investment. Don't take unnecessary risks with it by entrusting it to an inexperienced property management individual or company. Trust Artha Realty to provide you the best in property management services.



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Artha's 6 key services in  
**PROPERTY MANAGEMENT AND SUPERVISION SERVICES**



1.  
Marketing &  
Promotion



2.  
Letting  
Services



3.  
Tenancy Management  
and Tenant Relations



4.  
Facilities  
Management



5.  
Administration



6.  
Consultancy  
services

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# PROPERTY MANAGEMENT PACKAGES



Property Management Services	Leasing	PM	PM Premium
<b>Marketing &amp; Promotion</b>			
Advertise & promote through various platforms	✓	✓	✓
<b>Letting Services</b>			
Property inspections	✓	✓	✓
Negotiate commercials	✓	✓	✓
Prepare & execute tenancy contract	✓	✓	✓
Complete documentation	✓	✓	✓
Rent collection	✓	✓	✓
Property handover	✓	✓	✓
<b>Tenancy Management and Tenant Relations</b>			
Move in inspection		✓	✓
Inventory report		✓	✓
DEWA & Chilled water connection assistance		✓	✓
Ejari registration (In house)		✓	✓
Rental payment banking		✓	✓
Initiating procedure with defaulters		✓	✓
Renewal notices as per RERA guidelines		✓	✓
Lease renewals		✓	✓
RERA compliance for sale & lease of the property		✓	✓
Move out inspection and key collection		✓	✓
Collection of all final bills (DEWA, Chilled water etc)		✓	✓
Security Deposit refund		✓	✓
<b>Facilities Management</b>			
Move in snags and requests. *		✓	✓
Address maintenance queries *		✓	✓

Property Management Services	Leasing	PM	PM Premium
<b>Facilities Management</b>			
Source multiple quotations		✓	✓
Seek approval from landlord		✓	✓
Supervise maintenance works		✓	✓
Manage facilities & service contracts *		✓	✓
Regular routine visits to the property			✓
Regular condition reports			✓
Snagging at time of handover from Developer			✓
<b>Administration</b>			
Move in / Move Out Documentation		✓	✓
Coordinate with FM team of the building / community		✓	✓
Pay service charges on behalf of the landlord *		✓	✓
Annual account statements		✓	✓
General advice on notices, invoices / memos received from developers and other government authorities		✓	✓
Documentation to comply with master developer, Dubai Municipality & other Government authorities		✓	✓
<b>Consultancy Services</b>			
Address tenant related disputes		✓	✓
RERA regulations and compliance		✓	✓
Representation for legal matters (All court and legal / lawyer charges to be borne by landlord)			✓

\* To be approved by landlord based on actual invoices received.

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# ARTHA

Real estate. Real value.

Artha Realty LLC

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